



FAIRFAX COUNTY  
PUBLIC SCHOOLS

Department of Financial Services  
Office of Procurement Services  
8115 Gatehouse Road  
Falls Church, Virginia 22042

**JUN 13 2013**

Mr. Ha T. Nguyen  
H&T Computer Services, Inc.  
3607-B Chain Bridge Road  
Fairfax, VA 22030

Reference: RFP2000000592; Enterprise Hardware, Service & Repair

Dear Mr. Nguyen:

**Acceptance Agreement**

**Contract Number: 4400003958**

This acceptance agreement signifies a contract award to H&T Computer Services, Inc. for Enterprise Hardware, Service & Repair; specifically for Part II Hardware Repair Service & Support. The period of the contract shall be from Date of Award through June 30, 2018.

The contract award shall be in accordance with:

1. This Acceptance Agreement;
2. The Terms and Conditions of RFP2000000592; Enterprise Hardware, Service & Repair, and any addenda;
3. Your Proposal dated February 14, 2013;
4. The signed Memorandum of Negotiations.

Please note that this is not an order to proceed. A purchase order, which constitutes your notice to proceed, will be issued to your firm. Please provide your Insurance Certificate according to Special Provisions Paragraph 25 within ten (10) days after receipt of this letter.

Sincerely,

Roger L. Ball  
Director

RLB/mrh

*Ball  
6/13/13*



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**Department of Financial Services**

Office of Procurement Services  
8115 Gatehouse Road, Suite 4400  
Falls Church, Virginia 22042-1203  
Telephone: 571-423-3550

MEMORANDUM OF NEGOTIATION  
RFP2000000592  
Enterprise Hardware Services and Repair

**JUN 13 2013**

The County of Fairfax (hereinafter called FCPS or the County) and H&T Computer Services, Inc. (hereinafter called the Contractor) hereby agree to the following in the execution of Contract 4400003958 (hereinafter called the Contract) for the provision of Enterprise Hardware Services and Repair as specified in RFP2000000592. The Contract contains the following items:

- County's Request for Proposal, RFP2000000592 and all Addenda.
- Contractor's Technical and Business Proposals as amended by this Memorandum of Negotiation
- This Memorandum of Negotiation
- County's Purchase Order
- Any subsequent amendments to the Contract

The following provisions were negotiated and are incorporated into the Contract:

- Invoicing.
  - H&T will provide monthly invoicing within ten (10) days of previous month's services.
  - H&T will provide detailed labor hours and labor rate for each work order on invoice.
- H&T will provide plotter repairs at the following rates:

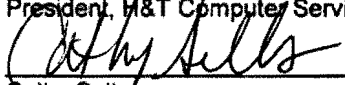
<u>Service Level</u>	<u>Hourly Rate</u>
Low	\$95.00
Medium	\$115.00

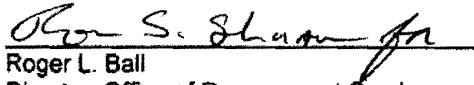
- Special Provisions, Paragraph 3.1 is replaced as follows:

3.1 This contract will be begin on date of award and terminate on June 30, 2018 with three one-year renewal options.

ACCEPTED BY:

  
\_\_\_\_\_  
Ha Nguyen  
President, H&T Computer Services, Inc.

  
\_\_\_\_\_  
Cathy Sells  
Director, IT Operations

  
\_\_\_\_\_  
Roger L. Ball  
Director, Office of Procurement Services

5/30/2013  
\_\_\_\_\_  
Date

6/4/13  
\_\_\_\_\_  
Date

6/13/13  
\_\_\_\_\_  
Date

*Ball*  
*6/13/13*